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~~OS~~ **REGISTRY**

25 OCT 1979

FILE *Reports 5*

MEMORANDUM FOR: Acting Deputy Director for Administration

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[REDACTED]
Acting Director of SecuritySUBJECT: Office of Security Significant Activities
Week of 18 October 1979 (U)

REFERENCE: DDA Administrative Instruction No. 74-5

1. This memorandum is for information only. (U)

2. The activities of the Office of Security during the week of 18 - 24 October 1979 were highlighted by the following items:

a. Two members of the Information Systems Security Group and a representative of the OS Policy and Plans Group attended an ORD-sponsored "Office of the Future" [REDACTED]

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sessions, attended by some eight Agency officers, were intended to test a prototype briefing to be given in early 1980 on office automation for the benefit of the whole Agency. (U)

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b. The Officer in Charge of entry control systems for NATO War Headquarters, U.S. Element, SHAPE, visited [REDACTED] to discuss entry control and personnel identification systems on 12 October 1979. (C)

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c. On 23 October, members of the CI Staff conferred with the Chief of Station [REDACTED] about a special operation that is directed towards [REDACTED]

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[REDACTED] Representatives from the Technical Security Division attended this meeting. (S)

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d. On 24 October, two representatives of the Office began a security audit inspection of the Publications and Presentation Group, NPAC. A similar security audit of the Office of General Counsel has been completed. (U)

e. On 24 October, a representative of the Office, together with a representative of the Office of Legislative Counsel, surveyed the office of the Staff Director of the House Appropriations Subcommittee on Defense, who has requested additional classified storage capacity. (U)

f. During the reporting period, a Security Officer initiated a comprehensive security survey

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g. On 23 October, two Overseas Security Support Branch officers provided advice and guidance on residential security to an Agency employee whose apartment had been burglarized on two occasions. (U)

3. Projected Office of Security activities of possible interest at the Directorate level include:

a. Three Special Agents [redacted] will assist a member of the DCI Security Staff in providing support for the DCI's trip to Pittsburgh, Pennsylvania, on 26-27 October 1979. While in the Pittsburgh area, the DCI will brief senior executives at Gulf Oil, Westinghouse and Alcoa. (U)

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b. DDO/SE Division has requested assistance in a surveillance training exercise on Thursday, 25 October 1979. Four Special Agents from the [redacted] Office, a representative of the Security Education Group and of the OS mailroom will be utilized. (U)

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